Organics Grant Program - Scoring Criteria

Fiscal Year 2014/15

Applicants must score a minimum of 60 points of a possible 100 points to be considered for funding.

GENERAL CRITERIA	
Points	**Description**
25	**GREEN HOUSE GAS (GHG) EMISSION REDUCTIONS** Describe the proposed project and explain how it will result in reduction of metric tons of GHG emissions annually compared to existing practices for the green and/or food materials at a landfill(s). • Explain the methods of all GHG calculations, citations for calculation methods, the claimed metric tons of CO2 equivalents (MTCO2e) reduced, and how you will verify CO2e reductions once the project is operating. Specify the life of the project and how GHG emission reductions will continue to occur over the life of the project and beyond. Describe how you will verify the annual CO2e emission reductions once the project is operating. Calculate GHGs reductions in MTCO2e and in MTCO2e per grant dollar spent. • The default emission reduction factors to be used in GHG calculations, if applicable to the proposed project, are: o California Air Resources Board's Method for Estimating Greenhouse Gas Emission Reductions from Compost from Commercial Organic Waste (CERF) http://www.arb.ca.gov/cc/protocols/localgov/pubs/compost_method.pdf, o Low Carbon Fuel Standard Pathways adopted by California Air Resources Board (carbon intensity factors assumed for the proposed project should be ones that best characterize the specific feedstock/product and facility circumstances for the proposed project), http://www.arb.ca.gov/fuels/lcfs/workgroups/workgroups.htm#pathways, and o Compliance Offset Protocols adopted by California Air Resources Board. http://www.arb.ca.gov/cc/capandtrade/offsets/offsets.htm . • If the default factors do not take into account parameters specific to the proposed project to accurately reflect the GHG emission reductions, then provide an alternative approach for GHG emission reduction calculations using the best available data sources and methodologies. Include explanations and citations for all calculations to support the MTCO2e that will be reduced as a result of the grant. • GHG calculations should include destination and GHG impacts of all products and byproducts from the project; estimates for both upstream and downstream emissions should be included as well, e.g., transportation of feedstocks and products, production of low-carbon fuels, renewable electricity, heat or power used on site, digestate, liquid products/effluents, fertilizer. • For a food waste reduction component of a project (see "Disadvantaged Communities" below), include a detailed GHG reduction calculation that demonstrates the amount of food rescued and delivered to people and the associated GHG emission reductions. (Note: For a food waste reduction component of a project, collection/delivery expenses are eligible as long as the project scope includes the delivery of rescued food to people in need and tracks the amounts.)
15	**TONS OF ORGANIC MATERIAL COMPOSTED, DIGESTED, OR SOURCE REDUCED** Explain how the proposed project will result in tons of green or food materials being composted or digested annually which are currently being generated in California and landfilled or used for ADC. • What types of materials will be handled? For example, pre-consumer food, post-consumer food, source separated green materials, or organic residuals from a material recovery facility (MRF) or transfer station. • How many tons of additional material will be composted, digested, or prevented from becoming waste and what is the projected timeline for the project to be operating at full capacity? Indicate where these materials are currently being landfilled or used for ADC. Also calculate in terms of tons per grant dollar spent. • Where are the jurisdictions of origin for the materials? List the jurisdiction(s) name, hauler(s) and type of collection program. Is a contract for collection or delivery of these materials in place? • Explain in detail how you will verify that the extra tons of greenwaste or food waste were in fact

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	composted or digested once the project is operating. Explain how you will verify the material had been landfilled. Explain how you will verify that product is not being landfilled or used for ADC. • If materials are to be digested, explain how much solid and liquid digestate will result and what will happen to the digestate; if it is to be landfilled, land applied or composted, and where will that occur. • Explain how you will manage residual contaminants. • Provide feedstock documentation that guarantees an adequate amount of feedstock will be provided to make the project feasible. This may include a signed contract, letter of intent, or other documentation which shows the feedstock will be available by the time the project is operational. • For a food waste reduction component of a project (see "Disadvantaged Communities" below), include the amount of food rescued and distributed to people that results in tons of food waste avoided from landfilling. Include an estimate of any food waste residuals from the project and explanation on how the residuals will be managed without being sent to landfill when alternative residual management is available within the service area, e.g., composting, anaerobic digestion, or other digestion or fermentation process.
10	**DISADVANTAGED COMMUNITIES** Explain how your project will benefit disadvantaged communities, as defined in California Health & Safety Code 39711. • Which disadvantaged community(ies) will benefit? Use OEHHA's CalEnviroScreen. • Explain economic benefits that will be provided to these communities. If your project will create construction and/or permanent jobs in disadvantaged communities, indicate how many jobs, what types, approximate salaries and benefits, and how long these jobs will last. • Explain how expected air and water quality benefits, as defined in California Health & Safety Code 39711, will improve air and water quality in the disadvantaged community. • Describe any food waste reduction component of your project or one that will be implemented by teaming with a partner. The food waste reduction component needs to be a project that rescues edible food from becoming waste normally destined for landfills and results in increased food distribution to people in the community, with any food waste residuals from the project being sent to composting or anaerobic digestion or other digestion or fermentation process when it is available within their service areas. Include an explanation of the project, the amount of food that will be rescued as a result of the project, and the associated amount of waste avoided and greenhouse gas reductions achieved. • Explain other environmental benefits of the project that will accrue to the community. • Provide letters of support that your project is supported by citizens, elected officials, government bodies or non-profit entities in the disadvantaged community(ies). ***Also see "Air & Water Quality Benefits" section below.***
10	**PROJECT READINESS AND PERMITS** **California Environmental Quality Act (CEQA)** Describe the level of anticipated CEQA review required for the project (e.g., notice of exemption, negative declaration, mitigated negative declaration, or environmental impact report) as determined by the lead agency, the current status of their CEQA review, and the projected timeline for completing CEQA. Provide copies of or a link to your CEQA documentation that is currently available. If no CEQA review will be required, provide documentation from the lead agency confirming that CEQA review is not required. **General Checklist of Business Permits, Licenses and Filings (CalRecycle Form 669)** Form 669 is a required application document. CalRecycle staff will use this information to determine your permitting, construction, and start-up status. In addition, please indicate: • **Conditional Use Permit (CUP)**: If your project requires a conditional use permit, indicate the status of that permit and any barriers to obtaining the permit. If your project has permit by right, or is covered under an existing CUP, explain. • **Air Quality Permit:** ○ If your project requires the use of Best Available Control Technologies or the purchase of

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	Emission Reduction Credits (offsets) in order to meet local air quality permit requirements, indicate the steps you will take to obtain an Authority to Construct and a Permit to Operate from the appropriate air quality agency. This includes increases in GHG and criteria pollutant emissions. o If you are running an internal combustion engine or turbine to use bio-gas produced from this project, provide a copy of your air quality permit for that engine or explain how you will obtain that permit by the time the project is operational. • If power is sold to the grid, provide documentation that verifies the sale can happen (e.g. grid connection status and/or signed agreements.) • Provide status regarding all other media regulatory permit requirements, including but not limited to Solid Waste Facilities Permit, water permits, fire permits.
10	**AIR & WATER QUALITY BENEFITS** If your project results in air and water quality benefits, please quantify: • If the benefits are reduced emissions of air quality pollutants, their precursors or odors, provide an explanation of how the reductions will occur and a calculation of the total amounts of emissions reductions for each criteria pollutant or precursor. • If the benefits are long-term protection of ground or surface water quality, please explain how the waters will be protected and which constituents of concern will be reduced. *(Also see "Disadvantaged Communities" above.)*
10	**WORK PLAN** Specific list of all grant eligible procedures or tasks used to complete your project. Use the Work Plan template. • Include a detailed Work Plan that clearly and concisely describes the tasks and activities required to achieve the goals/objectives in the proposed project narrative. If renewable power or low-carbon fuels are to be produced, explain the process and how this energy will be utilized, and whether any electricity produced will be sold to the grid or used on site. • Demonstrate that the applicant (including its contractors) and cooperating organizations have sufficient staff resources, technical expertise, and experience to successfully complete the proposed project. Provide the resumes of key project personnel and contractors. • Include major work items (e.g., permitting, site planning, engineering, construction, equipment, field supervision, health and safety requirements, testing, bonds, etc.). • Demonstrate that all tasks are logical and achievable within the grant term, and with available resources. • Identify measurable targets that must be met to accomplish your project within the grant timeline, with specific dates for each target. Include a schedule that details the quantity of additional material processed until the project is operating at full capacity. • Demonstrate how operation and maintenance costs of the project will be sustained beyond the term of the grant. Describe ongoing funding sources, if any. • Include an evaluation component to measure success of the project and to determine whether the goals/objectives were accomplished, and build in measurable milestones and a timeline to complete the evaluation before the grant term expires.
10	**BUDGET** Provide a clear accounting of all costs associated with all activities necessary to complete the project. Use the Budget template. Payment will only be made on a reimbursement basis. Applicant/grantee shall not incur costs prior to CalRecycle's issuance of Notice to Proceed. Indicate additional funding sources and your ability to commence work on the project while waiting for grant payments in arrears. • Costs shall be itemized into categories and be consistent with the activities included in the Work Plan. • All budget backup documentation including quotes, estimates, and equipment details shall be uploaded, clearly marked and support budget costs. • Describe and quantify source and amount of local, state, and federal funds, loans, other grants, and all other funding necessary to complete the proposed project (if applicable).

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	• Describe and quantify expenditures already incurred to initiate work on project, such as engineering, site preparation, infrastructure, utility hookups, permitting and environmental review. • If applicant is also applying for a loan from the Greenhouse Gas Reduction Revolving Loan Program, funding from the loan program must be used for separate project components than funding from the grant program and applicant must explain how funding from the two programs will work together.
5	**FISCAL SOUNDNESS** Provide documentation regarding your organization's financial strength. This may include your three most recent fiscal year balance sheets, profit/loss statements and federal tax returns, or other documentation that proves your organization's financial stability (e.g., other funding sources, the ability to continue the project beyond grant funding, partnerships.)
5	**APPLICATION COMPLETENESS** Application must be complete and submitted electronically by the deadline. The Work Plan and Budget documents must each meet the criteria above. **LETTERS OF SUPPORT** Applications may also include letters of support or endorsements from local officials, regulatory/advisory agencies, business partners, environmental groups or others in support of the proposed project. **SUPPLEMENTAL INFORMATION** You may attach up to 5 pages of supplemental information (charts, diagrams, spec sheets, etc.) you feel are *directly relevant* to your proposal. This may include confidential information about new technology, manufacturing processes, etc. The grant solicitation will detail the Department's legal obligations and procedures used to protect business-confidential information.
100	**TOTAL POSSIBLE GENERAL CRITERIA POINTS**